

FAX TRANSMITTAL SHEET

Date 6/24/99Time 2:00Total No. of pages 20 (including this sheet)TO: Brian SmithFAX # (323) 656-2652Phone Same

Comments: Brian: Here are the accession worksheets for the records at Archives. The retention schedule is due to be revised this year.
Board minutes have NOT been microfilmed.
Let me know if I can be of further assistance.

Is this a reference request? Yes No (circle one)FROM: Linda Johnson 916/653-1911

California State Archives
1020 "O" Street
Sacramento, CA 95814
Phone (916) 653-7715
FAX 653-7134

e-mail ljohnson@ss.ca.gov

CALIFORNIA
STATE ARCHIVES

ACCESSION WORKSHEET

Accession No. 90-105**Location:** B1956**ID:** CC: 9554 **BLT:** bd **DCF:** a **PROC:** e**PP:** cau **L:** eng **PC:** I **PD:** 1911 / 1983**Cat Code** 040 **b b** C-Ar=cC-Ar=eappm**Source/Donor** 110 **1 b** California =bBoard of Chiropractic Examiners.**Title** 245 **0 0** Accreditation applications and licensing files,-f1911-1983.**Volume** 300 **b b** 4 cu. ft.300 **b b****Arrangement** 351 **b b** Arranged alphabetically by name of institution or licensee.**Description** 520 **b b** Applications for chiropractic college accreditation and renewal, 1911-1976, and deceased chiropractor licensee files, 1933-1983. See attached transfer list for institutions and individuals.

*Note: As of 2/2/1999, the deceased licensee files cannot be located.

Restrictions 506 **b b** Some restriction may apply.**Repository** 851 **b b** California State Archives, Sacramento, CA 95814.**Preservation Info.** LDA **b b****Processing Info.** LDC **b b****ACCN:** 90-105**ACT:** Accessed**TAC:** 07-00-1990**AGT:** ds**MATL:** Accreditation Applications and Licensing Files, 1911-1983**SRCE:** Board of Chiropractic Examiners

CSA-67 (7-98)

FORM 9A

TRANSFER LIST

9-98

✓ Reverse for Instructions

Transfer Lists must reflect the Record Retention Schedule. To avoid delay in acceptance by the Records Center, follow instructions on the reverse.

DEPARTMENT		BILLING CODE (1)	PAGE OF PAGES
Board of Chiropractic Examiners ORGANIZATIONAL UNIT SAME		31006	1
LOCATION (4) 5 <input type="checkbox"/> LAWN- DALE <input checked="" type="checkbox"/> VAULT	ADDRESS NUMBER, STREET 921 11th Street, Suite 601	DESTRUCTION DATE (2)	TRANSFER LIST NO. IN 96 RCR BOX 1
FILE TYPE (7)	CITY AND ZIP CODE SACRAMENTO, CA 95814	DESTRUCTION METHOD (3)	VOLUME TRANSPORTED (4)
DESCRIPTION OF RECORDS MUST BE THE SAME AS DESCRIPTION ON SCHEDULE (DOUBLE SPACE BETWEEN ENTRIES) (1-1)		SCHEDULE NUMBER (5)	CH. PT. APPROVAL NUMBER (6)
		RECORD STORAGE NO. For Business Center Use Chart 11B	VERIFIED COVERED BY RECORDS 11C
Accreditation Applications			X
Exempts regarding Chiro Colleges Charters, etc. 1939			
Schools (Chiropractic) Sample By-Laws 1964			
American Coll of Chiro, Washington D.C. 1958			
Atlantic States Chiro College 1955			
Blodgett Chiro College 0000			
Cale College of Chiro 1925			
Calif Chiro Coll Accredit & Chart 49-54			
Calif Coll of Natl Heal & Arts 1938			
Canadian Memorial Chiro College 1951			
Carver Chiro College 1949			
✓ Chiropractic Coll of America 1933			
Chiro Coll of Drugless Healing 1939			
Chiro inst of New York 1959			
Cleveland Chiro College (formerly Ratledge College of Chiro) 1968			
Clewell Chiropractic College 1924			
Columbia College of Chiro & Naturopathy 1933			
Columbia Institute of Chiropractic 1949			
Columbia Institute of Chiro (Maryland) 1949			
Colvin Chiropractic College 1939			
Continental Chiro College 1936			
Darling & Darling Chiro College 1940			
Drown College 1948			
Eastern Chiro Insitute New York 1951			
Eclectic College of Chiro 1924			

JOBS FORWARDED BY SIGNATURE <i>Kimberly Mogen</i>	NAME Office Assistant	TELEPHONE NUMBER 445-3244	DATE 7/11/90
JOBS APPROVED BY SIGNATURE <i>James A. Davis</i>		TELEPHONE NUMBER 445-3244	DATE 7/11/90
JOBS RECEIVED BY SIGNATURE	NAME		DATE

STATE OF CALIFORNIA

RECORDS TRANSFER LIST

TD 71 REV. 9-89

See Reverse For Instructions

Transfer list must reflect the Record Retention Schedule. To avoid delay in acceptance by the Records Center, follow instructions on the reverse.

STORAGE LOCATION (4)	DEPARTMENT Board of Chiropractic Examiners	BILLING CODE (11) 31006	PAGE OF PAGES 2
	ORGANIZATIONAL UNIT Same	DESTRUCTION DATE (22)	TRANSFER LIST NO. (23) BCE 90 Box 2
<input checked="" type="checkbox"/> SIC CODE MENTO <input type="checkbox"/> LAWN & GALE <input type="checkbox"/> SRC VAULT	ADDRESS NUMBER, STREET 921 11th Street, Suite 601	DESTRUCTION METHOD (25)	VOLUME TRANSFERRED IN
STORAGE TYPE (17)	CITY AND ZIP CODE Sacramento, CA 95814	SCHEDULE NUMBER (26)	CIL PT. APPROVAL NUMBER (27)

BOX NO. (10)	DESCRIPTION OF RECORDS MUST BE THE SAME AS DESCRIPTION ON SCHEDULE (DOUBLE SPACE BETWEEN ENTRIES (18))	SRC STORAGE NO. PBM RECORD CENTER LAW. ONLY (19)	YEARS COVERED BY RECORDS (20)	ARCHIVED FLAG (21)	ITEM NUMBER (22)
2	Accreditation Applications Golden State University 1923 Hollywood College, School of Chiro 1960 International Chiro College Accredited 1949 Kinetic Drugless College Chiro Inc. 1925 Life Chiro College (Georgia) 1976 Lincoln Chiro College 1949 Logan College of Chiro 1959 Los Angeles Coll of Chiro 1911 McMillan's Institute 1924 Mecca College of Chiro Practic 1940 Metropolitan College 1940 Minnesota Chiro College 1941 Missouri Chiro College 1951 National College of Chiropractic 1959 Nashville College of Chiro 1946 Naturopathic Institute of California 1933 Nebraska Chiro College 1927 New York School of Chiro 1925 Northern California Chiro College 1959			X	

Sierra States University (est. 1938, San Francisco, by Floden; CA013) may have followed
 Golden Gate Chiropractic College & School of Physiotherapy.(CA014) The Stanford Research Institute's 1960 study
 lists only Golden Gate Chiropractic College (1927-1938, Berkeley, by Purviance).

FORWARDED BY SIGNATURE <i>Bernadette Morgan</i>	TITLE Office Assistant	TELEPHONE NUMBER 445-3244	DATE 7/11/90
PROCESSED BY DEPARTMENTAL COORDINATOR SIGNATURE <i>Leanne C. O'Brien</i>		TELEPHONE NUMBER 445-3244	DATE 7/11/90
RECORDS RECEIVED BY SIGNATURE	TITLE		DATE

OF CALIFORNIA
ORDS TRANSFER LIST
 1 REV. 6-94

See Reverse For Instructions

Transfer lists must reflect the Record Retention Schedule. To avoid delay in acceptance by the Records Center, follow instructions on the reverse.

DEPARTMENT	BILLING CODE (1)	PAGE OF PAGES
Board of Chiropractic Examiners	31006	3
ORGANIZATIONAL UNIT	DESTRUCTION DATE (2)	TRANSFER LIST NO. (3)
Same		BCE 90 Box 3
ADDRESS NUMBER, STREET	DESTRUCTION METHOD (4)	VOLUME TRANSFERRED (5)
921 11th Street, Suite 601		
CITY AND ZIP CODE	SCHEDULE NUMBER (6)	CH. ST.
Sacramento CA 95814		APPROVAL NUMBER (7)

(8)	DESCRIPTION OF RECORDS MUST BE THE SAME AS DESCRIPTION ON SCHEDULE (DOUBLE SPACE BETWEEN ENTRIES 111)	ERIC STORAGE NO. FED RECORD CENTER USE DAILY (10)	YEARS COVERED BY RECORDS (11)	ARCHIVES FLAG (12)	ITEM NUMBER (13)
3	Accreditation Applications			X	
	Northwestern Chiro College 1959				
	Oakland Chiropractic College 1920				
	Pasadena College of Chiro 1944				
	Pennsylvania College of Chiro 1939				
	Pacific College of Chiro & Drugless Therapy 1933				
	Palmer College of Chiro 1976				
	Rest View University of Chiro, Ind. 1949				
	St. Louis Chro College 1922				
	St. Paul Chiro College 1949				
	San Diego School of Chiro 1922				
	San Francisco College of Chiro 1925				
	Seattle College of Chiro 1927				
	Sherman College of Chiro 1976				
	✓ Sinclair College of Chiro 1939				
	✓ Southern Calif College of Chiro 1945				
	Standard Chiropractic College 1922				
	Standard School of Chiro-New York 1941				
	Texas Chiro College 1959				
	University of Natural Healing Arts 1949 (10)				
	Washington, Booker T. Institute, Inc. 1949				
	Western Chiro Educational Accrediting Agency 1955				
	Western States College of Chiropractic 1951				
	Western College of Chiropractic 1958				
	Western University 1948				
	Westlake Grad School of Chiro 1954				

RECORDS CENTER WILL NOT ACCEPT A TRANSFER LIST WITHOUT THIS INFORMATION

ORDS FORWARDED BY SIGNATURE	TITLE	TELEPHONE NUMBER	DATE
<i>Dimitra Ragan</i>	Office Assistant	445-3244	7/11/90
VER BY DEPARTMENTAL COORDINATOR SIGNATURE		TELEPHONE NUMBER	DATE
<i>Christine O'Brien</i>		445-3244	7/11/90
ORDS RECEIVED BY SIGNATURE	TITLE		DATE

Transfer lists must reflect the Record Retention Schedule. To avoid delay in acceptance by the Records Center, follow instructions on the reverse.

CORDS TRANSFER LIST

71 REV. 8-80

See Reverse For Instructions

DRAGE LOCATION (4)
SACRAMENTO LAWN-
DALE VAULT

DRAGE TYPE (7)

DEPARTMENT	MAILING CODE (1)	PAGE	OF	PAGES
ORGANIZATIONAL UNIT	31006	4		
Same	DESTRUCTION DATE (5)	TRANSFER LIST NO. 89		
ADDRESS NUMBER, STREET	DESTRUCTION METHOD (6)	BCE 90 Box 4		
921 11th Street, Suite 601	SCHEDULE NUMBER (8)	VOLUME TRANSMISSION BY		
CITY AND ZIP CODE	APPROVAL NUMBER (9)	SACR.		
Sacramento, CA 95814				

BOX NO. (10)	DESCRIPTION OF RECORDS MUST BE THE SAME AS DESCRIPTION ON SCHEDULE (DOUBLE SPACE BETWEEN ENTRIES) (11)	SRG STORAGE NO. (FOR RECORDS CENTER USE CHART (12))	YEAR(S) COVERED BY RECORDS (13)	ARCHIVES FLAG (14)	ITEM NUMBER (15)
4	LICENSEES (Deceased)			X	
	Ettinghausen, Nial B 5610	1942-83			
	Fay, Norman Eugene 9526	1961-83			
	Felton, Leonard H. 7648	1950-83			
	Grimm, Carl Walter E 9030	1958-83			
	Hiroshima, William V. 4105	1936-83			
	Hixon, Jerard E. 8435	1954-83			
	Johnsen, Forrest W. 8827	1956-83			
	Kroeker, Pete K. 8959	1957-83			
	Langley, Clifton E. 7104	1948-83			
	Lunde, Leslie Bedell 3599	1933-83			
	Marlowe, Ann B. 7485	1949-83			
	Maurice, Frank B. 7683	1950-84			
	Meissner, Milton Duane 8639	1955-83			
	Miller, Norman H. 8783	1956-83			
	Parker, Harry Lavern 7930	1951-83			
	Passero, Arturo S. 8227	1953-83			
	Reed, Herbert W. 2766	1928-83			
	Wofford, Lloyd O. 9888	1964-83			
	Rollins, Vernal K. 13656	1980-83			
	Ryberg, Harry L. 5581	1942-79			
	Smothers, Rebecca L. 13394	1980-83			
	Stewart, LeRoy E. 6919	1948-83			
	Stone, Martin Robert Applicant 1980				
	Webb, Robert B. 6932	1948-83			
	Coldstein, Jack Wolfe 3616	1933-83			

RECORDS CENTER WILL NOT ACCEPT A TRANSFER LIST WITHOUT THIS ENTRANCE

<i>Bernie M. Moan</i> SIGNED BY DEPARTMENTAL COORDINATOR SIGNATURE <i>(Signed) D. Davis</i>	TITLE	TELEPHONE NUMBER	DATE
	Office Assistant	445-3244	7/11/90
		TELEPHONE NUMBER	DATE
		445-3244	7/11/90

CORDS RECEIVED BY SIGNATURE

TITLE

DATE

ACCESSION WORKSHEET

Accession No. 90-126**Location:** B2555-B2556**ID:**

CC: 9554 BLT: bd DCF: a PROC: e

PP: can**L: eng****PC: I****PD: 1923 / 1975****Cat Code** 040 b b C-Ar=cC-Ar=eappm**Source/Donor** 110 1 b California.=bBoard of Chiropractic Examiners.**Title** 245 0 0 Administrative files.=f1923-1975.**Volume** 300 b b 4 cu. ft.

300 b b 2 bound volumes

Arrangement 351 b b See attached.**Description** 520 b b Procedure manuals, annual reports, reciprocity logs, exam tally sheets, examiner's questions and answers, license logs, and board minutes. See attached for details.**Restrictions** 506 b b Some materials are restricted.**Repository** 851 b b California State Archives, Sacramento, CA 95814.**Preservation Info.** LDA b b**Processing Info.** LDC b b**ACCN:** 90-126**ACT:** Accessed**TAC:** 08-00-1990**AGT:** ds**MATL:** Administrative Files, 1923-1975**SRCE:** Chiropractic Examiners, Board of

CSA-67 (7-98)

DEPARTMENT OF CALIFORNIA

NRDS TRANSFER LIST

REV. 3-82

See Reverse for Instructions

Transfer lists must reflect the Record Retention Schedule. To avoid delay in acceptance by the Records Center, follow instructions on the reverse.

DEPARTMENT	BILLING CODE (1)	PAGE OF PAGES
Board of Chiropractic Examiners	31006	1 4
ORGANIZATIONAL UNIT	DESTRUCTION DATE (2)	TRANSFER LIST NO. (3)
Same		BCE 90 Box 5
ADDRESS NUMBER, STREET (4)	DESTRUCTION METHOD (5)	VOLUME TRANSPORTED (6)
921 11th Street, Suite 601, SAC	DO NOT	ONE PT.
CITY AND ZIP CODE (7)	SCHEDULE NUMBER (8)	APPROVAL NUMBER (9)
Sacramento, CA 95814		

DESCRIPTION OF RECORDS MUST BE THE SAME AS DESCRIPTION ON SCHEDULE (DOUBLE SPACE BETWEEN ENTRIES (1))	SAC STORAGE NO. FOR RECORDS CENTER USE ONLY (10)	YEAR COVERED BY RECORDS (12)	ARCHIVES FLAG (14)	ITEM NUMBER (15)
Procedure Manuals		1969-1977	X	
Annual Report		1923-24	X	
Pacific States Chiro. College Application		1978	X	
Reciprocity Log		1934-1963	X	
Exam Tally Sheets		1/55-3/73	X	
Minutes Volume 1		2/1923-5/1928	X	
Minutes Volume 2		6/1928-1/1935	X	

RECEIVED BY SIGNATURE	NAME	TITLE	TELEPHONE NUMBER	DATE
<i>Ben Moquin</i>	Office Assistant		445-3244	8/1/90
RECD BY DEPARTMENTAL COORDINATOR SIGNATURE			TELEPHONE NUMBER	DATE
<i>Robert D. Moore</i>	Executive Director		445-3244	8/1/90

RECEIVED BY SIGNATURE	NAME	DATE

CALIFORNIA

RDS TRANSFER LIST

REV. 8-88

Transfer lists must reflect the Record Retention Schedule. To avoid delay in acceptance by the Records Center, follow instructions on the reverse.

See Reverse for Instructions

SIS LOCATION (4)

CRM LAWN NTO SRC VAULT

MIS TYPE (7)

DEPARTMENT

Board of Chiropractic Examiners

ORGANIZATIONAL UNIT

Same

ADDRESS NUMBER, STREET

921 11th Street, Suite 601

CITY AND ZIP CODE

Sacramento, CA 95814

BILING CODE (1)

31006

2 4

DESTRUCTION DATE (2)

TRANSFER LIST NO. (3)

BCE 90 Box 6

DESTRUCTION METHOD (2)

DO NOT

VOLUME TRANSFERRED (4)

cu. ft.

SCHEDULE NUMBER (2)

APPROVAL NUMBER (2)

DESCRIPTION OF RECORDS MUST BE THE SAME AS DESCRIPTION ON SCHEDULE (DOUBLE SPACE BETWEEN ENTRIES) (11)	SRC STORAGE NO. FOR REVERSE CENTER USE ONLY (12)	YEARS COVERED BY RECORDS (13)	ARCHIVED PLAS (14)	ITEM NUMBER (15)
State Board of Chiro. Examiners Questions & Answers				
Volume 1		1/1930-1/1940	X	
Volume 2		7/1941-7/1950	X	
Volume 3		7/1951-1/1958	X	
Volume 4		7/1958-1/1965	X	
Volume 5		7/1965-7/1968	X	
Volume 6		11/1968-3/1970	X	

RECEIVED BY SIGNATURE <i>John Morgan</i>	TITLE Office Assistant	TELEPHONE NUMBER 445-3244	DATE 8/1/90
RECEIVED BY SIGNATURE <i>Elaine D. Raci</i>	TITLE Executive Director	TELEPHONE NUMBER 445-3244	DATE 8/1/90
RECEIVED BY SIGNATURE	TITLE		DATE

SF CALIFORNIA

Transfer lists must reflect the Record Retention Schedule. To avoid delay in acceptance by the Records Center, follow instructions on the reverse.

IRDS TRANSFER LIST

REV. 9-88

See Reverse For Instructions

JRS LOCATION NO:

CRA- LAMM-

SRC

VAULT

NTO- DATE

DEPARTMENT

Board of Chiropractic Examiners

ORGANIZATIONAL UNIT

Same

SELLING CODE (1)

21006

PAGE

3

OF

4

PAGES

TRANSFER LIST NO. 00

BCE 90 Box 7

JRS LOCATION NO:

ADDRESS NUMBER, STREET

921 11th St., Suite 601

DESTRUCTION DATE #2

DO NOT

VOLUME TRANSFERRED #3

JRS TYPE (7)

CITY AND ZIP CODE

Sacramento, CA 95814

DESTRUCTION METHOD #4

SCHEDULE NUMBER #5

APPROVAL NUMBER #6

CHPT.

JRS LOCATION NO:

DESCRIPTION OF RECORDS

MUST BE THE SAME AS DESCRIPTION ON SCHEDULE
DOUBLE SPACES BETWEEN ENTRIES

(11)

SRC STORAGE NO.

FOR RECORDS CENTER
Use Only) (12)

YEARS COVERED

BY RECORDS
(13)

ARCHIVES

FLAG

(14)

ITEM

NUMBER

(15)

Board Minutes
Volume 3

2/8/35-5/28/49

X

Volume 4

7/10/49-12/1959

X

Volume 5

1/1960-12/1974

X

RECORDS CENTER WILL NOT ACCEPT A TRANSFER LIST WITHIN THE FORTNIGHT

FROM FORWARDED BY SIGNATURE	TITLE	TELEPHONE NUMBER	DATE
<i>Dawn Hogan</i>	Office Assistant	445-3244	8/1/90
<i>James D. Davis</i>	Executive Director	445-3244	8/1/90
RECD RECEIVED BY SIGNATURE			

F CALIFORNIA

RDS TRANSFER LIST

REV. 3-88

See Reverse For Instructions

Transfer lists must reflect the Record Retention Schedule. To avoid delay in acceptance by the Records Center, follow instructions on the reverse.

DEPARTMENT	BILLING CODE (1)	PAGE OF PAGES
Board of Chiropractic Examiners	21006	4 4
ORGANIZATIONAL UNIT	DESTRUCTION DATE (2)	TRANSFER LIST NO. (3)
Same		BCE 90 Box 8
ADDRESS NUMBER, STREET	DESTRUCTION METHOD (4)	VOLUME TRANSFERRED (5)
921 11th St., Suite 601	DO NOT	CASE
CITY AND ZIP CODE	SCHEDULE NUMBER (6)	APPROVAL NUMBER (7)
Sacramento, CA 95814		

DESCRIPTION OF RECORDS MUST BE THE SAME AS DESCRIPTION ON SCHEDULE (DOUBLE SPACE BETWEEN ENTRIES) (1)	SAC STORAGE NO. FROM Records CENTER USE ONLY (2)	YEARS COVERED BY RECORDS (3)	ARCHIVES FLAG (4)	ITEM NUMBER (5)
License Log #1-6999		2/1923-1/1948	X	
License Log 7000-11041		7/1948-11/1973	X	
Exam Application Register 1940-1980		1948-1980	X	
Log Alpha Order, Student name/License # and School Codes		No Dates	X	
Register of License receipts		1923-1937	X	
Exam Register		9/1924-7/1945	X	

DE FORWARDED BY SIGNATURE	MAIL TO	TELEPHONE NUMBER	DATE
<i>Dawn Moger</i>	Office Assistant	445-3244	8/1/90
RECD BY DEPARTMENTAL COORDINATOR SIGNATURE		TELEPHONE NUMBER	DATE
<i>Deborah R. Dashi</i>	Executive Director	445-3244	8/1/90
DE RECEIVED BY SIGNATURE	MAIL TO	TELEPHONE NUMBER	DATE

P CALIFORNIA

RDS TRANSFER LIST

REV. 3-82

See Reverse For Instructions

✓ Retention Schedule. To avoid delay in acceptance by the Records
the reverse.RE LOCATION #
MAIL TO LAWN-
DALE SEC
VAULT

REC TYPE (?)

Board of Chiropractic Examiners
 ORGANIZATIONAL UNIT
 Same
 ADDRESS NUMBER, STREET)
923 11th Street, Ste. 601
 CITY AND ZIP CODE
Sacramento, CA 95814

BILLING CODE (1)	PAGE OF PAGES
31006	1 1
DESTRUCTION DATE (2)	TRANSFER LIST NO. (3)
	BCE 90 Box 9
DESTRUCTION METHOD (4)	VOLUME TRANSPORTED (5)
	SHL FT.
SCHEDULE NUMBER (6)	APPROVAL NUMBER (7)

DESCRIPTION OF RECORDS <small>MUST BE THE SAME AS DESCRIPTION ON SCHEDULE (DOUBLE SPACES BETWEEN ENTRIES (1))</small>	SRG STORAGE NO. <small>For Reasons Center Use Only</small> (12)	YEARS COVERED BY RECORDS (13)	ARCHIVED PLACE (14)	ITEM NUMBER (15)
Examination Records - BCE		1946-1963	X	
Examination Records - BCE		1963-1975	X	

IS FORWARDED BY SIGNATURE <i>Janet M. Morgan</i>	TITLE Office Assistant	TELEPHONE NUMBER 445-3244	DATE 8/7/90
IS FORWARDED BY DEPARTMENTAL COORDINATOR SIGNATURE <i>Robert J. Davies</i>	TITLE Executive Director	TELEPHONE NUMBER 445-3244	DATE 8/7/90
IS RECEIVED BY SIGNATURE			DATE

ACCESSION WORKSHEET

Accession No. 91-72**Location:** B2322**ID:****CC:** 9554 **BLT:** bd **DCF:** a **PROC:** e**PP:** cau**L:** eng**PC:** I**PD:** 1923 / 1975**Cat Code** 040 **b b** C-Ar=cC-Ar=expnn**Source/Donor** 110 1 b California.-bBoard of Chiropractic Examiners.**Title** 245 0 0 Administrative and fiscal records,-f1923-1975.**Volume** 300 b b 1 cu. ft.

300 b b

Arrangement 351 b b See attached.**Description** 520 b b See attached. Includes control ledger, name change log, reinstated licenses, retired chiropractors, reciprocity, and renewal tally count.**Restrictions** 506 b b None**Repository** 851 b b California State Archives, Sacramento, CA 95814.**Preservation Info.** LDA b b**Processing Info.** LDC b b**ACCN:** 91-72**ACT:** Accessedioned**TAC:** 02-00-1991**AGT:** ds**MATL:** Administrative and Fiscal Records, 1923-1975**SRCE:** Board of Chiropractic Examiners

CSA-67 (7-98)

STATE OF CALIFORNIA

RECORDS TRANSFER LIST

D 71 REV. 6-92

See Reverse For Instructions

Transfer lists must reflect the Record Retention Schedule. To avoid delay in acceptance by the Records Center, follow instructions on the reverse.

DEPARTMENT	MAILING CODE (1)	PAGE OF PAGES
Board of Chiropractic Examiners	31006	1 / 1
ORGANIZATIONAL UNIT	DESTRUCTION DATE (2)	TRANSFER LIST NO. (3)
Same	2038	BCE 98 REV. 10
ADDRESS NUMBER, STREET	DESTRUCTION METHOD (4)	VOLUME TRANSFERRED (5)
3401 Polson Blvd., Ste B	Confidential	.1 cubic ft.
CITY AND ZIP CODE	SCHEDULE NUMBER (6)	APPROVAL NUMBER (7)
Sacramento, CA 95816	1988-001	88-349

BOX NO. (1)	DESCRIPTION OF RECORDS MUST BE THE SAME AS DESCRIPTION ON SCHEDULE FORMAL SPACE RETENTION SCHEDULE (1)	REC STORAGE NO. (PMS RECORDS CENTER LINE CODE) (2)	YEARS COVERED BY RECORDS (3)	ARCHIVE FLAG (4)	ITEM NUMBER (5)
10	Control Ledger 1929 to 1940 Name change log 1929 to 1950 Reinstated licenses 1975 Retired Chiropractors 1973-74 Reciprocity 1970's				

RECORDS CENTER WILL NOT ACCEPT A TRANSFER LIST WITHOUT THIS INFORMATION

CORDS FORWARDED BY SIGNATURE	NAME	TELEPHONE NUMBER	DATE
Kimberly Moran	DAIT	739-3445	2/5/91
OWNER BY DEPARTMENT COORDINATOR SIGNATURE <i>(Review) D. Basa</i>	Executive Director	739-3445	2/5/91
CORDS RECEIVED BY SIGNATURE	NAME	TELEPHONE NUMBER	DATE

STATE OF CALIFORNIA

CORDS TRANSFER LIST

71 REV. 8-4-81

See Reverse For Instructions

Transfer lists must reflect the Record Retention Schedule. To avoid delay in acceptance by the Records Center, follow instructions on the reverse.

DEPARTMENT Board of Chiropractic Examiners	BILLING CODE (1) 31006	PAGE 1 OF 1 PAGES
ORGANIZATIONAL UNIT Same	DESTRUCTION DATE (2) 11/11/91	TRANSFER LIST NO. (3) BCE 91 REC 11
ADDRESS NUMBER, STREET 3401 Folsom Blvd., Ste B	DESTRUCTION METHOD (4) Confidential	VOLUME TRANSFERRED (5) .1 cubic ft. or
CITY AND ZIP CODE Sacramento, CA 95816	SCHEDULE NUMBER (6) 1988-001	APPROVAL NUMBER (7) 88-349

BOX NO. (10)	DESCRIPTION OF RECORDS MUST BE THE SAME AS DESCRIPTION ON SCHEDULE (DOUBLE SPACE BETWEEN ENTRIES) (11)	SRC STORAGE NO. FOR RECORDS CENTER USE ONLY (12)	YEARS COVERED BY RECORDS (13)	ARCHIVES FLAG (14)	ITEM NUMBER (15)
				X	X
11	Renewals Tally Count-Forfeiture Lists Deletion List, Etc. California Nurses and Technician Assoc.				

RECORDS CENTER WILL NOT ACCEPT A TRANSFER LIST WITHOUT THIS INFORMATION

RECORDS FORWARDED BY SIGNATURE <i>Kim Morgan</i>	NAME Office Assistant	TELEPHONE NUMBER 739-3445	DATE 3-20-91
APPROVED BY DEPARTMENTAL COORDINATOR SIGNATURE <i>Clarence R. Anderson</i>	NAME Executive Director	TELEPHONE NUMBER 739-3445	DATE 3-20-91
RECORDS RECEIVED BY SIGNATURE			DATE

TO: CALIFORNIA
**RECORDS RETENTION SCHEDULE
 APPROVAL REQUEST**
 77-0074-6-01

Submit three copies with three copies of the Records Retention Schedule, STD. 73.

DEPARTMENT OF GENERAL SERVICES
 OFFICE OF RECORDS MANAGEMENT
 428 J Street, Suite 390
 Sacramento, CA 95814 (or IIMS C-40)

(916) 445-2294 or ATSS 8-485-2294

NEW SCHEDULE INFORMATION (If applicable)	(1) SCHEDULE NUMBER
---	---------------------

PREVIOUS SCHEDULE INFORMATION (If applicable)	(2) SCHEDULE NUMBER(S)
--	------------------------

(1) DEPARTMENT, BOARD OR COMMISSION

DIVISION, BUREAU OR OTHER UNIT

SAME

ADDRESS

3401 Folsom Blvd #B, Sacramento CA 95811

CHECK THE APPROPRIATE BOX:

(2) New Schedule of records that have not previously been established. (Complete boxes 5 - 8.)

(3) Updating ALL pages of a previous schedule. (Complete boxes 5 - 11.)

(4) Amending SOME pages of a previous schedule. (Complete boxes 9 - 12.)

(5) SCHEDULE DATE	(7) NUMBER OF PAGES	(8) CUBIC FEET/TOTAL VOLUME
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(10) APPROVAL NUMBER(S)	(11) APPROVAL DATE	(12) PAGE NUMBER(S) REVISED
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ART I - AGENCY STATEMENTS

As the program manager (or person authorized to sign for the program manager) directly responsible for the records listed on the attached schedule, I certify that all records are listed, that I have reviewed the need for the records, (per Section 1611 of the State Administrative Manual) that each retention period is necessary and correct as scheduled, and (for a revised schedule) that all items on the previous schedule have been accounted for.

SIGNATURE - MANAGER DIRECTOR RESPONSIBLE FOR THE RECORDS

Debra A. Danner

(14) TITLE

Executive Director

(15) DATE SIGNED

11/22/94

In accordance with Government Code 14755, approval of the attached Records Retention Schedule by the Department of General Services is hereby requested. Retention periods have been established by this agency after a careful evaluation of all the factors listed in Section 1667 of the State Administrative Manual.

I hereby certify that I am authorized to act on behalf of the head of this agency in matters pertaining to the retention and disposal of records. (Per Section 1611 of the State Administrative Manual.)

SIGNATURE- RECORDS MANAGEMENT COORDINATOR

Kimberly Morgan
Kimberly Morgan

(17) TITLE

Office Assistant

(18) DATE SIGNED

11/21/94

(19) TELEPHONE

(916) 227-2790

ART II - DEPARTMENT OF GENERAL SERVICES APPROVAL (Per Government Code Section 14755)

SIGNATURE- CRM CONSULTANT

Ramona M. Cuttrey

(20) APPROVAL NUMBER

94-315

(21) DATE SIGNED

11/21/94

(22) DATE SIGNED

12/28/94



**CALIFORNIA
 STATE ARCHIVES**

ART III - ARCHIVAL SELECTION (Per Government Code Section 14755)

ALL ATTACHED RECORDS RETENTION SCHEDULE.

Contains no material subject to further review by the California State Archives

Contains material subject to archival review. Items stamped "Hold/Nully Archives" may not be destroyed without clearance by the Secretary of State. (Per Section 1614 of the State Administrative Manual.)

SIGNATURE- CHIEF OF ARCHIVES

John T. Barnes

(23) DATE SIGNED

JAN. 26 1995

X6

RECORDS RETENTION SCHEDULE

REV. 5-97

See instructions on reverse
and to B&M 1980

DEPARTMENT/AGENCY				SCHEDULE NUMBER	DATE
BOARD OF CHIROPRACTIC EXAMINERS				1995-1	Nov 22, 1994
ORGANIZATIONAL UNIT				1	4
ADDRESS	Street	City	State		
3401 Folsom Blvd, Ste B, Sacramento					
ITEM NUMBER	CUBIC FEET*	CALIFORNIA STATE ARCHIVES USE ONLY	TITLE AND DESCRIPTION OF RECORDS	RETENTION	REMARKS
165.0	24	1999 02:54PM	from date of action to date of final action	10 years	10 years

The Board of Chiropractic Examiners was established by the Chiropractic Act of California in 1922. The Act assigned to the Board the primary responsibility for assuring the consumers of California that providers of chiropractic services are adequately trained and meet recognized standards of performance for treatment and practice. The Board examines chiropractic students and issues state chiropractic licenses, renews licenses, reviews complaints, investigates possible violations of the Chiropractic Act and polices unlicensed activity.

ITEM NUMBER	CUBIC FEET*	CALIFORNIA STATE ARCHIVES USE ONLY	TITLE AND DESCRIPTION OF RECORDS	RETENTION	REMARKS
165.0	24	1999 02:54PM	from date of action to date of final action	10 years	10 years
165.0			License Files : Includes licenses for the chiropractors in California, renewal and reinstatement applications. Some also include certificates of forfeiture of license to practice chiropractic.	P X 5	from date of last action Hold/Notify Archives Partial list in data Processing- Dept of Consumer Affairs
3.0			Reciprocity: Includes application and correspondence	P 5	from date of final action
26.0			Examination Material: Includes exam questions, answer keys and transcripts of the examination on mini-cassette tapes	P 1	

RECORDS RETENTION SCHEDULE

ED. 7A REV. 6-84

See instructions on reverse
and in SAR 1000

ITEM NUMBER	CLINIC NUMBER	CLINIC FEE*	CALIFORNIA STATE ADDRESS USE ONLY	TITLE AND DESCRIPTION OF RECORDS	TIME AND FREQUENCY			RETENTION			DISPOSAL		
					YR	MON	WEEK	OFFICE	DEPT.	SEC	TOTAL	10A	10B
4.	9.0			Chiropractic Corporation Files: Includes application and Secretary of State filings.	P						1		
				Continuing Education Files: Includes seminar information, disciplinary information, disciplinary list and agenda notices	P	1					2		
					P	1					1		
				Referral Service Files: Includes application, Fictitious Name Statement, list of member doctors, approval letter.	P	1					2		
					P	1					5		
				Complaints against chiropractors: Includes active and closed files of consumer complaint information	P	5					5		
					P	5					10		
				Investigation files: Includes letters of complaints, investigation report, accusation, stipulation, final decision, revoked licenses	P	5					1		
				Board Meeting Agenda Material	P								

DEPARTMENT	BOARD OF CHIROPRACTIC EXAMINERS	SCHEDULE NUMBER	1995-1	DATE	NOV. 22, 1994
ADDRESS	3401 Folsom Blvd., Ste B, Sacramento	PAGE	2	Q	4
DEPARTMENT OF GENERAL SERVICES APPROVAL NUMBER			94-315		

from closure date of last complaint
Government Code 6254 Section 25

from date of final action
Government Code 6254 Section 25

RECORDS RETENTION SCHEDULE

REV. 6/92

See Information on reverse
and in GAC 1992DEPARTMENT 10
BOARD OF CHIROPRACTIC EXAMINERS
CHIROPRACTIC
DIVISION OF STATE ARCHIVESADDRESS: 3401 Folsom Blvd, Ste B, Sacramento
PHONE NO.: 916 653 7353

EXCERPT NUMBER 1995-1

DATE ISSUED

NOV 22, 1994

PAGE 3

OF 4

SERIES 14

ITEM NUMBER	CUBIC FEET* (Approximate)	CALIFORNIA STATE ARCHIVES USE ONLY	TITLE AND DESCRIPTION OF RECORDS	TYPE	RETENTION	DISPOSITION	REMARKS
10.	8.0		Chron Files: Correspondence that is turned out by month	P	2		
11.	10.0		Personnel Records: Includes Board members, Commissioners Proctors, and Office Staff	P	5		
12.	2.0		Minutes: Includes the minutes from the Board of Chiropractic Examiners Meetings	P	10		
13.	1.0		Logs: Includes a log of chiro's that took the exam and passed and a chiro doctors' registry	P X	5	94	99 may be historical record
14.	22.0		Applications: Includes request for exam, college certificates, fingerprint cards, notice of appearance, results of exams (<u>2nd year Q1 & 2nd year W1</u>)	P	2		from date of last exam Government Code 6254
15.	3.0		Budget Material: Includes general ledger trial balance, in-state travel schedule, program element statement, revolving fund accountability, statement of revenue, and schedule of equipment, BCP's	P	3		from end of fiscal year

STATE OF CALIFORNIA

RECORDS RETENTION SCHEDULE

070-72 REGV. 1-92

See instructions on reverse
and in SAM 1000DEPARTMENT OF
BOARD OF CHIROPRACTIC EXAMINERS
ORGANIZATIONAL UNIT

1030 Folsom Blvd, Ste B, Sacramento

SCHEDULE NUMBER	1995-1	DATE	Nov 22, 1992
PAGE	4	F	4
DEPARTMENT & GENERAL SERVICES APPROVAL NUMBER	94-315		

ITEM NUMBER	CUBIC FEET <small>(Triple space between items)</small>	CALIFORNIA STATE ARCHIVES USE ONLY	TITLE AND DESCRIPTION OF RECORDS <small>(List each item)</small>	RETENTION		DISPOSITION		REMARKS	
				ITEM	TYPE	OFFICE	SERIAL		
16.	44.0		Board Rules, Regulations and Proposed Changes, AG Opinions	P	X	5	20	25	from publication or change
17.	6.0		Doctors of Chiropractic and regulation pamphlets of act regulating the practice of chiropractic with rules and regs	P		5	5	5	from date of publication
18.	3.0		Unlicensed Violators: includes request for service investigator reports and correspondence	P		5	5	5	from date of final action
19.	2.0		University of Pasadena Files: includes faculty members, correspondence, and examination material	P		5	5	5	from final date
	11.0		General Files: Filed A to Z misc. correspondence and stat reports	P		5	5	5	from final date